



**JOINT READINESS TRAINING CENTER
AND FORT POLK
PUBLIC AFFAIRS OFFICE
7073 RADIO ROAD
FORT POLK LA 71459-5342
Voice: (337) 531-2011
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Received by _____ Date/Time _____

Date/Time of Initial Response/Contact _____

Name of Caller _____

Address / Phone Number _____

Date/Time of Incident

Description of Complaint

Response

Date Resolved /
Reponded _____

Coordination
